Grids

Grid lines or grids divide the intervals along axes to help estimate data point values. Major and minor grid lines are shown in Figure 109. The darker lines with numbers are major grid lines while the lighter lines between them are minor grid lines. Note that the Y-axis major grid line is activated by default.
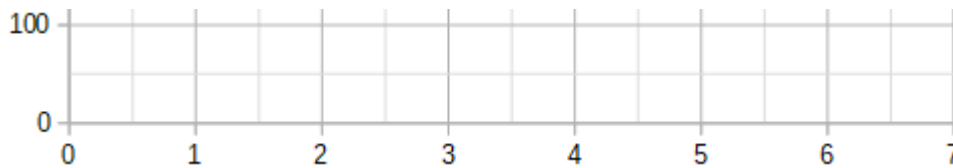

Figure 109: Major and minor gridlines for the X and Y axes

Grids are available for all chart types with the exception of pie charts.

Adding/removing grid lines

1) First select the chart by double-clicking on it to enter edit mode. The chart should now be surrounded by a gray border.

2) Do one of the following:
   – Go to **Insert > Grids** on the Menu bar to open the Grids dialog (Figure 110). Select/deselect the check boxes as needed. The **Z axis** checkbox is only active for a 3D chart. Click **OK** to close the dialog.
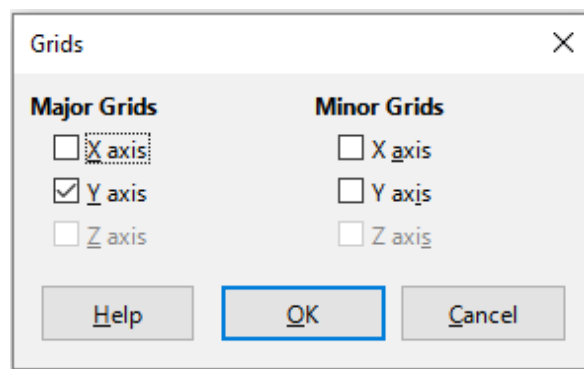

Figure 110: Basic Grids dialog

   – Click the **Horizontal Grids** icon or the **Vertical Grids** icon, both located on the Formatting toolbar. Clicking once turns on the major grid lines. Clicking twice turns on the minor grid lines as well. Clicking again turns off the grids.

3) If desired, click outside the chart to leave edit mode.

> ✅ **Note**
>
> In the Formatting toolbar, the **Horizontal Grids** icon and the **Vertical Grids** icon set grid lines for the Y axis and X axis, respectively. This can be misleading because both the Y axis and the X axis can be horizontal or vertical, depending on the type of chart. Thus, for a bar chart, click the **Horizontal Grids** icon to control the vertical grids.

Formatting grids

In addition to the Grids dialog shown in Figure 110, there is another dialog for formatting grids. To open the grid formatting dialog: